

Staff Summary Report



Council Meeting Date: 8/9/2012

Agenda Item Number: 5A6

SUBJECT: Request approval for the Fire Department to transfer fiscal year (FY) 2012-13 Capital Improvement Program (CIP) budget appropriation from the Radio Replacement project (cost center 6947) to the Fire Station #2 project (cost center 5603609), to provide sufficient budget appropriation to complete minimal remodeling at Fire Station #2 (located at 3025 S. Hardy Drive).

DOCUMENT NAME: 20120809db02 FIRE/FIRE ADMINISTRATION (0605-01)

COMMENTS: \$42,400 in FY 2012-2013 budget appropriation is required to complete the Fire Station #2 minimal remodeling. Sufficient unencumbered CIP budget appropriation is available for transfer from the Radio Replacement project to the Fire Station #2 project. The transfer of appropriation between these projects will not increase the total FY 2012-2013 CIP budget appropriation amount.

PREPARED BY: Debbie Bair, Fire Budget and Finance Supervisor (Ext. 7200)

REVIEWED BY: Greg Ruiz, Interim Fire Chief (Ext. 7212)

LEGAL REVIEW BY: Kara Stanek, Assistant City Attorney (Ext. 8645)

DEPARTMENT REVIEW BY: Greg Ruiz, Interim Fire Chief (Ext. 7212)

FISCAL NOTE: The Fire Station #2 minimal remodeling project was part of the FY 2011-12 adopted CIP program. Because it was anticipated that this project would be completed by June 30, 2012, no request was made to re-appropriate any of the project budget to FY 2012-13 as part of the adopted CIP. However, the bidding process for complex project components caused unanticipated delays in the project. Additional FY 2012-13 budget appropriation in the amount of \$42,400 is needed to complete the project in FY 2012-13. The transfer of appropriation from the Radio Replacement project will provide the expenditure authority to complete the remodeling project in FY 2012-13. The funding source for the project is dedicated fund balance in the Fire Protection Program Capital Projects Fund (Fund 56) which will also be transferred from the Radio Replacement project to the Fire Station #2 project. Any appropriation and funding not expended will revert back to the Radio Replacement program.

RECOMMENDATION: Approve the transfer of CIP budget appropriation.

ADDITIONAL INFO: Although this project is for minimal remodeling of Fire Station #2, the complex components of flooring (polished concrete) and the bidding/installation of a diesel exhaust scrubber system caused unanticipated delays. Any appropriation not expended will revert back to the Radio Replacement program (cost center 6947).